

Law Clerk Hiring Information
Colleen McMahon, Chief Judge
United States District Court for the Southern District of New York

Chambers Contact Information

Southern District of New York
Daniel Patrick Moynihan United States Courthouse
500 Pearl Street, Chambers 2550
New York, New York 10007
(212) 805-6325
McMahonClerkship@nysd.uscourts.gov

Positions: Chief Judge McMahon has two one-year and one three-year positions open. Please review the information that follows before making any application.

One Three-Year Term Law Clerk

On January 3, 2017, Chief Judge Colleen McMahon will begin accepting applications for one law clerk to serve a term that will begin on or about July 1, 2017 and conclude (assuming satisfactory job performance) on or about July 1, 2020.

In addition to performing the legal research and writing that are the hallmarks of a federal law clerk's job, this law clerk will coordinate the Chief Judge's schedule of engagements, as well as provide assistance with her speeches and publications and with her duties as a member of the Second Circuit Judicial Council and the Judicial Conference of the United States.

Candidates for this position must meet the same standards Chief Judge McMahon has always sought in her clerks: superior academic credentials, demonstrated excellence at research and writing, and strong organizational skills. "Non-traditional" law clerk candidates, including veterans and individuals seeking to return to the workplace after a protracted absence, are strongly encouraged to apply; executive officer/assistant/community organizational experience will be viewed favorably.

Applicants should email the following items to the address listed above (applications sent to any other email address will be deleted):

- Cover letter
- Resume
- Law school transcript
- Undergraduate transcript
- One or two writing samples (NOT your first year Moot Court or Legal Writing Class memo)

- Three letters of reference. Letters of reference may be submitted separately, either by email (sent to the same address with the same subject line noted above) or by post. Applications will not be considered until chambers receives your letters of reference.

Candidates should put their name and “Three-Year Term” in the subject line of the email.

“Snail mail” and OSCAR applications will not be considered.

Two One-Year Term Law Clerks

Also beginning January 3, 2017, Chief Judge McMahon will begin accepting applications for two one-year law clerk positions, to begin in September 2018 and conclude in September 2019.

Chief Judge McMahon does not employ students directly out of law school as term clerks; at least one year’s prior clerkship or practice experience is required. Please do not apply for these positions if you are a second-year law student during the 2016-2017 school year.

Candidates must submit the same material as three-year term law clerk candidates to Chief Judge McMahon’s clerkship email address: McMahonClerkship@nysd.uscourts.gov. Applicants for this position should put their name and “One-Year Term” in the subject line of the email.

“Snail mail” and OSCAR applications will not be considered.

Updated: December 16, 2016